

**NORTHERN ROCKIES
GEOGRAPHIC AREA**

**TYPE 2 INCIDENT MANAGEMENT
TEAM PLAN**

2005

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OBJECTIVES

An Incident Management Team is dispatched when a unit or agency can no longer manage an incident with the initial attack resources. When a situation outside of a wildland emergency arises, it will be handled on a case by case basis. Each team is supervised by an Incident Commander and assisted by specialists needed to control the emergency as effectively and efficiently as possible. The NRCG Board of Directors provides broad general policies, goals and objectives for Northern Rockies Incident Management Teams. Zone Boards are responsible for implementing NRCG direction and providing oversight for these Type 2 teams.

The teams, when activated, must be able to take over complete management of the incident on or before the beginning of the next operational period following call-up, or as agreed upon during in-briefing.

The incident will be managed in an economical manner, considering safety of public and incident personnel, resource values, and Agency Administrator direction. All activities will be conducted in a manner which ensures the safety of all personnel and the general public. Incident management will be conducted in a professional manner which exhibits a "situation of control" to the agency and the public.

INCIDENT MANAGEMENT TEAM RESPONSIBILITIES

There are five Interagency Incident Management Teams. Core team members are made up of an Incident Commander, Deputy Incident Commander (**optional**), two Operations Chiefs, Planning Chief, Logistics Chief, Finance Chief, Safety Officer, Fire Behavior Analyst, Air Support Group Supervisor, and Incident Information Officer. A short team will consist of 10 core positions and a long team will be composed of 17 additional team members (to be determined by Zone Boards of Directors). In addition, teams can take up to six trainees. If a team travels with 33 positions, six of these positions must be trainees (reference National Interagency Fire Center letter dated February 14, 2005). **If an AD is filling a team position, a trainee will be assigned to the team to accompany the AD team member, and when the trainee is completely qualified will replace the AD on the team.**

If an order for a short IMT is received the IC that is up in rotation will honor the request as received.

Additional support positions will be negotiated with the receiving Line Officer at time of dispatch. The incident Dispatch Center Manager will brief the Line Officer as to available local and neighboring resources. If the additional support positions can not be filled locally, then priority for filling these positions will be to use the alternate list first and the established dispatch system second. Name requests will be kept to a minimum.

Command and General Staff members of these teams normally serve a 3-year term. However, the terms of these members may vary by Zone. Primary team members can be released from their positions and an alternate will be called for such reasons as sickness, Agency Administrator commitments, or other emergencies. If for any reason a person must be removed from the team all agencies will be notified. The call-up schedule which is enclosed will be used for dispatching the teams. Vacancies that occur within the teams during the incident season will be filled by qualified individuals from the alternate list enclosed in this plan.

Individual team meetings will be held in the fall, after fire season annually. A combined Type 1 and Type 2 meeting will be held annually in the spring.

Incident Management Teams are required to use the new standard filing scheme; reference <http://www.nifc.gov/records/IMTFilingDirectory.pdf>.

Incident Management Team Selection Timeline:

November 15 - Team needs identified prior to this date.

November 15 - Nomination forms distributed. One Northern Rockies nomination form will be used for both Type 1 and Type 2 Incident Management Teams.

December 15 - Nomination forms due back to Type 2 Team Coordinators. **ALL NOMINATIONS, BOTH TYPE 1 & TYPE 2 WILL BE SENT TO TYPE 2 TEAM COORDINATORS.**

February 15 - Prior to this date, Incident Commanders, Team Coordinators and NRCG Operations Committee will meet and finalize team rosters. At this meeting an attempt will be made to "fill" holes," address training needs, identify potential S-420 and S-520 candidates, etc.

Candidates for these teams must meet all the prerequisites of training, experience, and physical requirements, including agency specific supplemental requirements when appropriate. The basic requirements are set forth in the National Wildfire Coordinating Group Publication, "Wildland Fire Qualification Guide, 310-1".

TEAM MEMBER RESPONSIBILITIES

- Each team member shall ensure through their supervisor and Agency Administrator they are available for assignments during assigned call-up periods. Any periods of unavailability or substitutions will be approved by the Incident Commander.
- Teams are responsible to the Agency Administrator having incident protection responsibility for the land where the incident is located.
- Be available for dispatch when on 2-hour call.
- Will not be excused from serving in their position except for the following reasons; sickness, line officer's commitments, or legitimate emergencies. It will be the team member's responsibility to call their Incident Commander and advise of their unavailability. If the Incident Commander is not available, contact the Zone Team Coordinator.
- Notify their immediate supervisor or acting each time they are dispatched.
- Provide agenda items for seasonal and post-seasonal meetings to the Zone Coordinator by December 1, annually.
- All IMT members and trainees will travel with PPE on each assignment.

ZONE BOARD OF DIRECTORS AND COORDINATORS RESPONSIBILITIES

- Assist in selection of team members (at least Command and General Staff).
- Resolve disciplinary actions that cannot be resolved by the Incident Commander or between the team and any other entity.
- Review the mobilization plan and make any necessary changes in the Guide, including Trainee and Alternate lists. Have it to the Zone Coordinator for publication in the following year's plan by February 1st each year. Provide team vacancy nominees to Team Coordinator by November 15.
- Forward and disseminate team related information to team members concerning meetings of interest, safety items, etc.

HOW TO REQUEST A TEAM

Team requests will be made through NRCC to the respective Zone Coordinator, who will in turn notify the Incident Commander and the respective agency dispatch offices. Within the Geographic Area, team members will bring their own transportation unless otherwise agreed upon. Transportation for team members will be coordinated between team members, home agency offices, and NRCC for dispatches outside of Northern Rockies Geographic Area.

Any additional team requests that cannot be obtained from local unit will be ordered through the normal hosting dispatch channels.

The Agency Administrator ordering the team should furnish the following information:

- Resource order number
- Name of incident
- Location of incident
- Designated assembly point
- Estimated time of briefing
- Any other pertinent information
- Incident Commander may be requested to call the ordering agency.
- Local available resources.

RESPONSIBILITIES – AGENCY ADMINISTRATOR/REQUESTING UNIT

The agency having responsibility for management of the area in which the emergency exists designates the Agency Administrator. Unless other officials are appropriately designated, Forest Supervisors (FS), Park Superintendent, BIA Superintendent, Field Office Manager (BLM) and Area Manager (State) are the Agency Administrators for the emergency assignment concerned. During multi-agency assignments, all Agency Administrators will maintain close contact with the assigned team. The following are the responsibilities of the Agency Administrator:

- Retains ultimate responsibility for the control of the incident, including mobilization and demobilization of the forces, equipment, supplies, etc. Provides briefing for team on arrival and debriefing on their departure. Provides team with completed initial WFSA at time of

team briefing. Provides local support to Incident Management Teams for Expanded Dispatch, procurement, contracting, etc.

- Is responsible for restoring and maintaining initial attack capability.
- Delegates authority to manage the incident to the Incident Commander and appoints a Resource Advisor to work with the team.
- Establishes and coordinates resource management objectives with the Incident Commander and assures the objectives are included in the management of the incident.
- Provides procedures for release of information to the news media and concerned public.
- Responsible for and participates in the assessment of the team performance and effectiveness. Annually, respective Zone Board of Directors shall evaluate their respective Northern Rockies Interagency Type 2 Teams, dispatch program as it pertains to the dispatch, mobilization and demobilization of these teams as well as team performance. The respective Zone Team Coordinator is responsible for setting the time, date and agenda.
- The ordering agency should request the Incident Commander to call them prior to arriving at the briefing if there are any special treatment areas or requests.

TEAM ROTATION AND ASSIGNMENT

Team members will be placed on a geographic rotation schedule and available for dispatching on two hour notice when their team is in that slot. When a team is called up in the rotation, the Zone Coordinator will advise the remaining team(s) of the rotation change. Teams will be on a geographic rotation basis. These are set up on a 2-hour, 8-hour and off call basis. The respective Zone Dispatch Center will contact the Incident Commander and advise them of any status change. The Incident Commander in-turn will notify their individual team members of their new "standby" status.

After all team members have been advised, the Incident Commander will confirm status with the respective Zone Coordinator. Team members who become unavailable during their "call up period" must notify the Incident Commander and the Zone Coordinator of their unavailability. The Incident Commander will notify the appropriate Zone Coordinator of the placement of an alternate on the team.

When the Incident Commander is not available for timely dispatch, the team will be dispatched with the qualified Deputy or Alternate Incident Commander. Teams may have up to three alternates filling Command and General Staff positions on Northern Rockies Geographic Area dispatches.

The Northern Rockies Type 2 Incident Management Teams will be listed on a Geographic Type 2 Team rotation listing and could be dispatched to out-of-area incidents. Teams must meet National Standards as stated in the National Interagency Mobilization Guide.

Free-lancing of team members will be acceptable only upon authorization and approval of the respective Incident Commander, after confirmation with Zone Coordinator.

Break-up of the Zone Teams will be coordinated with Zone Coordinators, Incident Commander's, Northern Rockies Coordination Center (NRCC) and Zone Board of Directors.

The team on call will be dispatched through the respective Zone Coordinator.

When the dispatched team returns to its home unit, it will be put in an "off-call" basis for 24 hours or as long as the Incident Commander requests the rest period. At the end of the rest period, this team will assume their position at the bottom of the rotation until the completion of the current rotation cycle (Monday) at which time they will return to the established rotation.

A copy of the Incident Team Evaluation received from an incident dispatch will be forwarded by the Incident Commander to the Zone Coordinator after returning from each dispatch. The Zone Coordinator will forward a copy of the evaluation to the NRCC Manager (form attached).

A copy of "Lessons Learned" will be provided to the Zone Coordinator by departing team. Zone Coordinator will forward to NRCC and the Northern Rockies Fire Operations Officer (form attached).

DEVELOPMENTAL/TRAINEE POSITIONS

The number of additional developmental positions to be filled will be determined by the Incident Commander on the incident with the concurrence of the Agency Administrator of the unit on which the incident occurs. A list of available resources will be provided by each agency.

The intent of the developmental position is to provide "in-job" training and assurance that future qualified personnel will be available to participate on Incident Management Teams within the Zone or Geographic Area for all positions.

Developmental/Trainee/Assistant - One who has completed all formal training required for a position, but lacks on-the-job experience of performing the duties of that position.

Coached Positions - Criteria for a person needing coaching will be when a person has lost their currency due to time lapse and they need a dispatch or on-the-job training to bring them up to date. Recertification due to currency will be in accordance with the PMS 310-1 or the FSH 5109.17.

Alternate - To qualify as an alternate in a position, a person will be fully qualified in the position held and preferably have held that position on a Type 2 Team.

Casual Hires – Individuals not currently employed by NRCG member agencies can be used, but **only if there are no current agency employees available**. Also, certain positions may not be filled with AD's. These positions include: ICT1, ICT2, FSC1, FSC2, PROC and COMP.

2005 NORTHERN ROCKIES INTERAGENCY TYPE 2 TEAM ROTATION SCHEDULE

Pre-Season	2 hour call	2 hour call	8 hour call	Off	Off
Mar 28-Apr 4	Specht	Larsen	Cowin	Benes	Carlson
Apr 4-Apr 11	Larsen	Cowin	Benes	Carlson	Specht
Apr 11-Apr 18	Cowin	Benes	Carlson	Specht	Larsen
Apr 18-Apr 25	Benes	Carlson	Specht	Larsen	Cowin
Apr 25-May 2	Carlson	Specht	Larsen	Cowin	Benes
May 2-May 9	Specht	Larsen	Cowin	Benes	Carlson
May 9-May 16	Larsen	Cowin	Benes	Carlson	Specht
May 16-May 23	Cowin	Benes	Carlson	Specht	Larsen
May 23-May 30	Benes	Carlson	Specht	Larsen	Cowin
May 30-Jun 6	Carlson	Specht	Larsen	Cowin	Benes
Jun 6-Jun 13	Specht	Larsen	Cowin	Benes	Carlson
Jun 13-Jun 20	Larsen	Cowin	Benes	Carlson	Specht
Core Season	2 hour call	2 hour call	8 hour call	8 hour call	Off
Jun 20-Jun 27	Cowin	Benes	Carlson	Specht	Larsen
Jun 27-Jul 5	Benes	Carlson	Specht	Larsen	Cowin
Jul 5-Jul 11	Carlson	Specht	Larsen	Cowin	Benes
Jul 11-Jul 18	Specht	Larsen	Cowin	Benes	Carlson
Jul 18-Jul 25	Larsen	Cowin	Benes	Carlson	Specht
Jul 25-Aug 1	Cowin	Benes	Carlson	Specht	Larsen
Aug 1-Aug 8	Benes	Carlson	Specht	Larsen	Cowin
Aug 8-Aug 15	Carlson	Specht	Larsen	Cowin	Benes
Aug 15-Aug 22	Specht	Larsen	Cowin	Benes	Carlson
Aug 22-Aug 29	Larsen	Cowin	Benes	Carlson	Specht
Aug 29-Sep 5	Cowin	Benes	Carlson	Specht	Larsen
Sep 5-Sep 12	Benes	Carlson	Specht	Larsen	Cowin
Sep 12-Sep 19	Carlson	Specht	Larsen	Cowin	Benes
Sep 19-Sep 26	Specht	Larsen	Cowin	Benes	Carlson
Sep 26-Oct 3	Larsen	Cowin	Benes	Carlson	Specht
Post-Season	2 hour call	2 hour call	8 hour call	Off	Off
Oct 3-Oct 10	Cowin	Benes	Carlson	Specht	Larsen
Oct 10-Oct 17	Benes	Carlson	Specht	Larsen	Cowin
Oct 17-Oct 24	Carlson	Specht	Larsen	Cowin	Benes
Oct 24-Oct 31	Specht	Larsen	Cowin	Benes	Carlson
Oct 31-Nov 7	Larsen	Cowin	Benes	Carlson	Specht
Nov 7-Nov 14	Cowin	Benes	Carlson	Specht	Larsen
Nov 14-Nov 21	Benes	Carlson	Specht	Larsen	Cowin
Nov 21-Nov 28	Carlson	Specht	Larsen	Cowin	Benes
Nov 28-Dec 5	Specht	Larsen	Cowin	Benes	Carlson
Dec 5-Dec 12	Larsen	Cowin	Benes	Carlson	Specht
Dec 12-Dec 19	Cowin	Benes	Carlson	Specht	Larsen
Dec 19-Dec 26	Benes	Carlson	Specht	Larsen	Cowin
Dec 26-Jan 2	Carlson	Specht	Larsen	Cowin	Benes
Jan 2-Jan 9	Specht	Larsen	Cowin	Benes	Carlson
Jan 9-Jan 16	Larsen	Cowin	Benes	Carlson	Specht
Jan 16-Jan 23	Cowin	Benes	Carlson	Specht	Larsen
Jan 23-Jan 30	Benes	Carlson	Specht	Larsen	Cowin
Jan 30-Feb 6	Carlson	Specht	Larsen	Cowin	Benes
Feb 6-Feb 13	Specht	Larsen	Cowin	Benes	Carlson
Feb 13-Feb 20	Larsen	Cowin	Benes	Carlson	Specht
Feb 20-Feb 27	Cowin	Benes	Carlson	Specht	Larsen
Feb 27-Mar 6	Benes	Carlson	Specht	Larsen	Cowin
Mar 6-Mar 13	Carlson	Specht	Larsen	Cowin	Benes
Mar 13-Mar 20	Specht	Larsen	Cowin	Benes	Carlson

Once a Team has had an out-of-Geographic-Area assignment, an asterisk will be placed beside their name on the NRCC home web page when they come into rotation, indicating they have had an assignment. The other Team in 2-hour will be given the opportunity first. In the event that both Teams in 2-hour have had an out-of-Geographic-Area assignment, the closest Team will be sent. The closest Team will be determined by NRCC based on physical location if driving, or proximity of jetport(s) if flying.

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Benes' Eastern Montana Zone Team 2005

POSITION	NAME	UNIT	OFFICE PHONE
	SHORT TEAM		
1. ICT2	Stan Benes	MT-CNF	406-657-6200
2. IOF2	Marilyn Krause	MT-BUD	406-533-7617
3. PSC2	Dave Breisch	MT-MCD	406-233-3645
4. OSC2	Jess Secrest	MT-LCF	406-547-3361
5. OSC2	Tim Reid	WY-YNP	406-232-2235
6. ASGS	Steve Christman	MT-GNF	406-587-6893
7. LSC2	John Conlan	MT-AD	
8. FSC2	Linda Gibbs	MT-CNF	406-657-6200
9. SOF2	Duane Harp	MT-HNF	406-495-3924
10. FBAN	Bruce Giersdorf	MN-CPF	218-246-2123
	LONG TEAM		
11. RESL	Vinita Shea	MT-LED	406-538-1919
12. SCKN	Maple Stuiwenga	ID-CWF	208-935-2513 208-935-4286
13. SITL	Mitch Forsyth Ron Hecker	MT-LED MT-LCF	406-262-2826 406-466-5341
14. SOF2	Jose' Castro	MT-GNF	406-522-2520
15. SOF2	Gerald Vickers	VA-R5R	410-228-2692
16. MEDL	Wanda Parker	MT-AD	406-395-4207
17. CTSP	Gerry Shimada	MT-R01	406-329-3152
18. DIVS	Rick Seidlitz	MT-DES	406-547-3397
19. DIVS	Anna Anderson	MT-GNF	406-823-6974
20. DIVS	John Thompson Charles Tuss	MT-BUD MT-BUD	406-533-7611 406-533-7634
21. DIVS	Tom Whitford	MT-CNF	406-657-6200
22. TIME	Diane Devine Ann Vogt	MT-CNF MT-MSO	406-896-2900 406-657-6000
23 SPUL	Margaret Heaphy	MT-MFD	406-329-3703
24 FACL	Dennis Brogger	MN-AD	
25 GSUL	Dale Schrempp	ID-IPF	208-443-6839
26 COML	Loren Dickey	MT-GNF	406-522-2571
	TRAINEE		
27 PTRC	Piper Desy	MI-HIF	906-789-3331
28. FBAN	Brad Gillespie	MT-BDF	406-683-3976
29. DIVS	Diana Allen	MT-GNF	406-222-1892
30. DIVS	Rob Neibauer	MT-CNF	406-446-2103
31. LSC2	Bill Bowman	MI-HIF	906-789-3344
32. IOF2	Erin Clifford	MT-MCD	406-233-2825
33. OSC2	Gary Kirpach Al Harrison	MT-LCF WI-CNF	406-566-2292 715-674-4481

Larsen/Heintz's Eastern Montana Zone Team 2005

POSITION	NAME	UNIT	OFFICE PHONE
	SHORT TEAM		
1. ICT2	Dave Larsen	MT-HNF	406-495-3931
2. DPIC	Tom Heintz	MT-BDF	406-683-3987
3. IFO2	Pat McKelvey Shannon Downey	MT-DES MT-LED	406-447-8225 406-538-1089
4. SOF2	Garland Shaw Ron Wiseman	MT-BDF MT-LCF	406-859-3211 406-566-2292
5. OSC2	Ron Naber	MT-GNF	406-823-6975
6. OSC2	Bob Frye Doug Russell	MT-DES MT-BDF	406-222-4430 406-683-3891
7. ASGS	Dave Barney Bill Sprauer	MT-AD MT-BDF	406-533-7632 406-859-3211
8. PSC2	Nick Giannettino Mark Petroni	IL-SHF MT-BDF	618-253-1099 406-682-4253
9. FBAN	Gary Olsen Jim Roessler	MT-BDF MT-RMA	406-842-5432 406-247-7949
10. LSC2	Jim Evanoff Brian Dreisbach	MT-YNP MT-LNF	307-344-2311 406-826-4341
11. FSC2	Mike Wong Jane Packer	MN-R09 MT-FNF	608-231-9267 406-758-5233
	LONG TEAM		
12. DIVS	Jay Winfield Marvin Carpenter Dennis Crawford	MT-HNF MT-HNF MT-LED	406-449-5490 406-449-5490 406-538-1092
13. DIVS	Norm Buhl Paul Pallas	MT-GNF MT-CMR	406-587-6729 406-464-5181
14. DIVS	Kevin J. Smith Corey Buhl	MT-BDF MT-BDF	406-287-3223 406-683-3870
15. DIVS	Ed Ferruzzi Don Hammack	MT-KNF MT-KNF	406-882-4451 406-882-4451
16. SITL	John Case	ID-AD	
17. RESL	Renee Lundberg	MT-HNF	406-362-4265
18. CTSP	Bill Murray	MT-AD	406-333-4630
19. DMOB	Sara Grodjesk	AK-AD	
20. FACL	Bill Packer	MT-FNF	406-387-3833
21. MEDL	Gail Huber	MI-AD	
22. GSUL	Steve Ansotegui	MT-GNP	406-888-7967
23. SPUL	Gabe Witham	MT-HNF	406-449-5490
24. COML	Bill Erhardt	MT-AD	
25. TIME	Lorena Stiffarm	MT-FBA	406-353-2933
26. COST	Robin Cary Dale Harrison	MT-HNF WI-CNF	406-449-5201 715-276-6333
27. RCDM	Lynn Burton	MT-GNF	406-522-2540
	TRAINEE		
28. OSC2	Mark Giacoletto	MT-BDF	406-859-3211
29. FBAN	David Geyer	ND-NDS	701-328-9985
30. GIST	Steve Fourstar	MT-RMA	406-247-7946
31. TIME	Gayle O'Dell	MT-HNF	406-449-5233
32. TIME	Linda Schott	MT-BDF	406-682-4253
33. SOF2	Gayle Sitter Steve Wyatt	MT-MSO MT-HNF	406-896-5024 406-266-3425

When two or more names appear this indicates a job share position, a list of who is available for the current call up will be provided before dispatch. Support team members will be subject to available overhead numbers negotiated with receiving Line Officer.

Specht's North Idaho Zone Team Roster 2005

POSITION	NAME	UNIT	OFFICE PHONE
1. ICT2	John Specht	ID-CDS	
2. DPIC	Allen Chrisman	MT-FNF	406-758-5261
3. IOF2	Ted Pettis	ID-IPF	208-556-5112
4. SOF2	Ron Angel	ID-IPF	208-265-6646
5. OSC2	Dave Lux	ID-IPF	208-265-6662
6. OSC2	Bob Lippincott	ID-CWF	208-942-0345
7. ASGS	Jeff Pennick	ID-IPF	208-265-6678
8. PSC2	Tom Bourn	RI-RIS	401-647-3367
9. FBAN	Pat Garbutt	ID-COD	208-769-5007
	Craig Glazier	ID-CDS	208-666-8672
	Don Wagner	ID-CDS	208-666-8647
10. LSC2	Ed Warner	ID-CAS	208-682-4611
11. FSC2	Jeanne Rieman	ID-CWF	208-476-8231
12. DIVS	Greg Dawson Keith Brink	ID-CWS	208-476-4587
		ID-CWS	208-476-4587
13. DIVS	Kevin Chaffee	ID-NPF	208-839-2141
14. DIVS	Louis Kuennen	MT-KNF	406-293-6211
15. SITL	David Van Natter	ID-POS	208-263-5104
16. RESL	Jan Deitz	ID-IPF	208-769-3048
17. CTSP	Colleen Fahy	ID-CWF	208-935-4287
18. FACL	Dex Hight	MT-MCD	406-233-3642
19. GSUL	Marty Gulick Mark Lennon	MT-FHA	406-676-3755x6037
		MT-SWS	406-883-5599
20. SPUL	Mike Dugan	ID-IPF	208-443-6836
21. COML	Thomas Pell	ID-IPF	208-443-6812
22. TIME	Eileen Ball	ID-CWF	208-875-1131
23. MEDL			
24. SOF2	Jack Carlson	ID-NPF	208-839-2211
1. ICT2	Mark Grant	ID-IPF	208-765-7499
2. LSC2	Tom Fleer	ID-CDS	208-666-8615
3. OSC2	Steve Munson	ID-CWF	208-942-0344
4. SOF2	Bruce Martinek	ID-COD	208-769-5017
5. RESL	Karl Dekome	ID-IPF	208-765-7479
6. OSC2	**Steve Douglas	ID-SWS	208-334-3488
7.			
8.			
9.			
10.			

****Currency**

***Requires a Trainee assigned, AD or requested.**

Cowin's North Idaho Zone Team Roster 2005

POSITION	NAME	UNIT	OFFICE PHONE
SHORT TEAM			
1. ICT2	Bill Cowin	ID-CAS	208-682-4611
2. DPIC			
3. IOF2	Maridel Merritt w(t) attached	ID-IPF	208-267-5561
4. SOF2	Jim Bartlett	ID-IPF	208-245-6204
5. OSC2	Gary Weber	ID-IPF	208-443-6837
6. OSC2	Scott Rider	ID-MIS	208-769-1577
7. ASGS	Kim Knox Carl Ritchie	ID-IPF ID-IPF	208-443-6826 208-769-3033
8. PSC2	Dave Brown Dick Schwecke	ID-IPF MT-LCF	208-769-3042 406-791-7747
9. FBAN	Bill Wilkinson	ID-CWF	208-476-8276
10. LSC2	Joel Skjerven (Harv)	WI-CNF	715-674-4481
11. FSC2	Ginger Christiansen	ID-CWF	208-942-3113
LONG TEAM			
12. DIVS	Steve Anderson	ID-IPF	208-443-6844
13. DIVS	Sam Gibbons	ID-IPF	208-245-6062
14. SITL	Steve Gallay	MN-MNS	218-327-4449
15. RESL*	Bill Widrig	ID-IPF- AD	n/a
16. CTSP	Stephanie Grubb	ID-CWF	208-476-8202
17. FACL	Ed Hinds w(t) assigned	ID-CWF- AD	n/a
18. GSUL	Jeanne White	ID-IPF	208-245-6004
19. SPUL	Risa Devore	ID-IPF	208-255-6623
20. COML	Jeannie Mikkelsen	ID-POS	208-263-5104
21. TIME	Sherrie Mayer	ID-PLS	208-443-2516
22. MEDL	Monte White Jerry Haaland James Benedict	ID-CDS ID-COD MT-KNF	208-666-8705 208-962-3245 406-295-7453
23. SOF2	Kevin Korbel	ID-MCS	208-935-2141
24. ORDM	Lisa Spinelli	ID-IPF	208-245-6213
TRAINEES			
1. ICT2	Rick Kusicko	ID-CWF	208-935-4251
2. SITL	Jack Dorrell	ID-IPF	208-769-3066
3. OSC2	Shawn Pearson	ID-IPF	208-769-3036
4. SPUL	Wes Keller	PA-DCNR	570-325-6111
5. GSUL	Tim Lee	ID-CWF	208-476-4541
6. SOF2	John Olson	ID-IPF	208-265-6608
7. IOF2*	Linda McFaddan	ID-IPF	208-556-5101
8. FACL	Keith Herrington	ID-PLS	208-443-2516
9. RESL*			
10. ASGS	Jeff Polack	ID-NPF	208-983-9575

****Currency**

***Requires a Trainee assigned, AD or requested.**

Carlson's Northern Rockies Team Roster 2005

POSITION	NAME	UNIT	OFFICE PHONE
SHORT TEAM			
1. ICT2	Howard Carlson	R01	406-829-7085
2. DPIC	Scott Battes Allen Wolf	MT-KNF MT-NWS	406-882-4451 406-542-4235
3. SOF2	Remy Pochelon	MT-AD	
4. IOF2	Gregory Kujawa	MT-KNF	406-293-6211
5. OSC2	John Favro	RO1	406-329-3150
6. OSC2	Paul Kollmeyer	MI-MIS	231-775-97-27
7. PSC2	Glen McNitt Tim Benedict	MT-KNF MT-LCF	406-296-2536 406-547-6000
8. LSC2	Eric Heyn	MT-KNF	406-296-2536
9. FSC2	Shirley Ehmann	MT-BRF	406-821-3201
10. ASGS	Fred VanHorn	MT-GNP	406-888-7822
11. FBAN	Allen Rowley Steve Femmel	MT-LCF CA-WNP	406-791-7719 530-242-3440
LONG TEAM			
12. MEDL	Chris Reichert	MT-KNF	406-293-6211
13. OSC2	Bob McCrae	MT-FH	406-676-2550
14. DIVS	Lawrence E. Smith	MT-KNF	406-293-7773
15. DIVS	Warren Appelhans	MT-KNF	406-296-2536
16. DIVS	Tim Tevebaugh	MN-SUF	218-387-3228
17. DIVS /SOF2	Thomas Daer	MT-MFD	406-329-3907
18. CTSP	Gary Vallieres	MT-AD	
19. SITL	Don Copple	MT-NWS	406-881-2371
20. DOCL	Barbara Montgomery	ID-IPF	208-245-6006
21. GIST GIST	Patty Johnson Roland Hall	MT-KNF CA-WNP	406-293-6211 530-242-3447
22. FACL	Ken Eversole	MT-AD	
23. COML	Joseph Nelson	MT-KNF	406-882-4451
24. SPUL	Roylene Gaul Bill Basko	MT-BRF MT-FNF	406-363-7157 406-758-5340
25. GSUL	Roger Ray Bryant	MT-LNF	406-329-3747
26. PTRC	Barbara King	ID-COD	208-962-3684
27. EQTR	Bill Lyons	UT-EB	801-625-5458
TRAINEES			
1. ICT2-T	Bruce Windhorst Doug Turman	MT-BNF MT-NWS	406-777-5461 406-293-2711
2. OSC2-T	Laura Ward	MT-LNF	406-626-5422
3. CTSP-T	Jennifer Euclide	WI-CNF	715-762-5143
4. LSC2-T	Steve Bess	ID-CWF	208-926-4275
5. RESL-T	Elizabeth Toczek	R01	406-329-3423
6. COST-T	Charlotte Benson	MT-LNF	406-826-3821 406-826-3441

SUPPORT ORDER
To be coordinated with incoming LSC2

1 EA	82069	250-PERSON MOBILE CACHE SUPPORT VAN
1 KT	4390	ICS STARTER KIT
1 EA	1835	500 PERSON MEDICAL KIT
1 EA	4410	PUBLIC ADDRESS KIT
42 PG	0030	AA BATTERIES
1 EA	EERA	SHOWER UNIT (w/o potable or Larsen water vehicle)
10 EA	EERA	PORTABLE TOILETS
1 EA	CONTRACT	FOOD CATERER OR COMPARABLE FOOD SERVICE
200 GAL	EERA	DRINKING WATER
1 EA	EERA	FAX MACHINE
1 EA	EERA	COPIER
6 EA	EERA	TELEPHONE LINES FOR TEAM

OTHER ITEMS FOR LOCAL AGENCY TO CONSIDER

- Advise line officer of situation and team arrival
- Zone briefing for takeover and release
- Complete Wildland Fire Situation Analysis (WFSA)
- Identify incident camp location
- Assign Liaison Officer
- Have maps of incident area available for team
- Preattack plans, fire management plans, Forest Plan
- Alert Rehabilitation Team
- Alert evacuation officials
- Identify need for Equal Employment Opportunity (EEO) considerations and Alcoholics Anonymous (AA) opportunities
- Identify local trainee needs
- Identify need for Expanded Dispatch
- Identify need for Buying Team
- Logistics local support group
- Identify vehicles for team use
- Fuel source
- Garbage pickup
- Potable water
- Staging/Mob Centers
- Grey water

Interagency Incident Team Evaluation

Team IC:		Type			
Incident:		Fire #			
1	Did the Team accomplish the objectives described in the Wildland Fire Situation Analysis (WFSA), the Delegation of Authority, and the Agency Administrator Briefing (if available)?				
			Yes		No
2	Was the Team cost effective in their management of the incident?				
			Yes		No
3	Was the Team sensitive to resource limits and environmental concerns?				
			Yes		No
4	Was the Team sensitive to political and social concerns?				
			Yes		No

5	Was the Team professional in the manner which they assumed management of the incident, managed the total incident, and returned it to the hosting agency?			
			Yes	No
6	Did the Team anticipate and respond to changing conditions in a timely and effective manner?			
			Yes	No
7	Did the Team place the proper emphasis on safety?			
			Yes	No
8	Did the Team activate and manage the demobilization in a timely, cost-effective manner?			
			Yes	No

9	Did the Team attempt to use local resources and trainees, and closest available forces to the extent practical?				
			Yes		No
10	Was the IC an effective manager of the Team and its activities?				
			Yes		No
11	Was the IC obviously in charge of the Team and incident? Was the IC performing a leadership role?				
			Yes		No
12	Was the IC aggressive in assuming responsibility for the incident and initiating action?				
			Yes		No

13	Did the IC express a sincere concern and empathy for the hosting unit and local conditions?			
		Yes		No
14	Other comments:			
Agency Administrator or Agency Representative:				Date:
Incident Commander:				Date:

LARGE FIRE MANAGEMENT

GUIDELINES FOR THE TAKEOVER AND RELEASE OF NORTHERN ROCKIES TYPE 2 INCIDENT MANAGEMENT TEAMS

Incident Name _____

Agency _____

Type 2 Incident Management Team Assigned _____

Date _____

The following are guidelines for Type 2 Incident Management Teams for the orderly transfer of fire suppression responsibilities. The guide is for the **assumption** and **release** of incoming Fire Teams; plus a checklist of information and data the receiving Fire Unit needs to provide. Some information will be in writing and some will be verbal.

I. THE TAKING OVER OF A LARGE FIRE BY A TYPE 2 INCIDENT MANAGEMENT TEAM

- A. The assumption of a fire by the Type 2 Incident Management Team must be as smooth and orderly as possible. It must be remembered that the local Fire Unit is in charge until officially released.
- B. Ordering Agency should specify expected time of arrival, and expected time of takeover by the Team.
- C. The Type 2 Incident Management Team IC should contact the Agency Dispatcher in advance and arrange for 1) expected support staff, 2) location of the officer briefing, and 3) transportation needs. Team IC should also contact ordering Agency Administrator or designated alternate immediately upon team assignment.
- D. The ordering Agency should do the following prior to the arrival of the Type 2 Incident Management Team:
 - 1. Determine fire camp location.
 - 2. Order fire camp, supplies, and initial basic support organization for the fire.
 - 3. Order or make ample supply for topography maps, base maps, etc.
 - 4. Determine transportation needs of Type 2 Incident Management Team (from ordering unit to fire and on fire).
 - 5. Determine line officer briefing time and location.
 - 6. Obtain necessary information for line officer briefing (see below).
 - 7. Order communication cache.

E. Line Officer Briefing should be as soon as possible after arrival of all members of the Type 2 Incident Management Team. It is impossible to list everything a team needs to know. The following is the more important items that should be discussed:

1. General

a. Name of fire _____

b. Approximate size of fire _____

Location of fire (shown on Agency recreation map)

c. Name of Initial Attack IC _____

d. Other fires on Agency _____

e. Cause of fire _____

f. Accounting code _____

2. Delegation of Authority and Assignment of Responsibility

Agency Representative _____

3. Area Command Organization (if needed or contemplated) _____

4. Name of Resource Advisor assigned to Fire _____

5. Local fire policy _____

6. Resource values, land values, wilderness, roadless areas, rare and endangered species _____

7. Discuss existing plans in effect, priorities for control, WFSA approved

8. Local unusual fire behavior and fire history in area of fire _____

9. Money limitations and constraints _____

10. Legal consideration (current investigations in action) _____

11. Pre-Attack Plans _____ Yes _____ No
12. News Media Relations _____

13. Known local safety hazards _____

14. Local political considerations _____

15. Contracting Officer assigned _____
16. Other agencies/persons on fire _____

- Agency Liaison _____
17. Transportation routes to Fire Camp _____

18. Air Operations _____
a. Airtankers assigned _____
b. Effectiveness of airtankers to date _____
c. Air Tactical Group Supervisor _____
Name _____
Airport _____
Telephone Number _____
19. Supply system to be used (local supply, caches, etc.)

20. Land status _____

21. Physical condition of initial attack personnel _____

22. How many and which agency people will remain on Fire _____

23. Rehabilitation of policies (anything Team may need to know about)

24. Estimated time when the Team will assume command of the fire _____

25. Closest medical facilities _____
Closest burn facility _____
26. Cooperative agreements in effect _____

27. Injuries to date _____

28. Claims to date or potential claims _____

29. Equipment under rental agreement _____

F. Specific Fire Information

1. Map of fire (best available) _____

2. Time of start _____

3. Spread – Fire behavior _____

4. Fuels - at fire _____

Ahead of the fire _____

5. Anchor points _____

6. Line held (shown on map) _____

7. Natural barriers _____

8. Weather forecast _____

9. Camp sites: Agency _____ Private _____

Established _____

Possible _____

Spike camps _____

10. Hazards (aircraft & people) _____

11. Access from camp to line _____

12. Manpower, equipment and overhead on line (get names) _____

13. Manpower and equipment ordered _____

14. Photos _____ Yes _____ No
15. Helispot and helibase locations (see map) _____
16. Communications system in use _____
Radio _____
Telephone _____
Incinet _____
Dack kits _____
17. Water availability _____
18. Fire camp protection at helibase _____
Crash fire protection at helibase _____
19. Smoke conditions _____
20. Security problems _____

II. RELEASE OF AN INCIDENT MANAGEMENT TEAM

- A. Release of an Incident Management Team is basically the reverse of the above. Date and time must be approved by Agency Administrator or his/her representative. It must be as smooth as possible and receiving personnel should be assigned and start working with agency members at the predetermined time.
- B. The Type 2 Incident Management Team should not be released from the fire until:
 - 1. Fire management activity is at the level and workload the receiving unit can reasonably assume.
 - a. Fire must be controlled.
 - b. Most all line crew members released that are not needed for patrol and mop-up.
 - c. Base fire camps shut down, reduced, or in the process.
 - d. Plans Chief has prepared a rough copy of fire report and narrative.
 - e. Finance Chief should have all known finance problems resolved. Contact made with agency budget and financial personnel.
 - f. Resource rehab work completed or done to agency satisfaction.
 - g. Overhead ratings completed.
 - 2. Finance and Logistics Chiefs may have to stay longer.

DELEGATION OF AUTHORITY

_____ is assigned as Incident Commander
on the _____ Fire.

You have full authority and responsibility for managing the fire suppression activities within the framework of law, agency policy, and direction provided in the Overhead Briefing and/or Escaped Fire Situation Analysis.

Your primary responsibility is to organize and direct your assigned/ordered resources for efficient and effective suppression of the fire. You are accountable to the _____
_____ or his designated representative listed below. Financial limitations will be consistent with the best approach to the values at risk.

Specific direction for the _____ Fire covering
management and environmental concern is listed:

-- Resource Limitations --

_____, will represent me on any occasion that I
am not immediately available. This authority is effective _____.

Unit Administrator

Date
Time

Unit Administrator

Date
Time

RETURN OF DELEGATED AUTHORITY

The signing of this document returns the authority and responsibility for the management of the

_____ Fire to the Agency

Administrator having protection responsibility for the land on which the Fire is located.

It is mutually agreed the objectives and management direction have been met and the

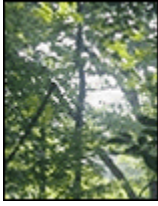
_____ Incident Management Team is hereby released effective

Date

Time

Incident Commander

Agency Administrator



What Works in Fire Management

Lessons Learned

After Incident Report

Lessons Learned, NARTC

The purpose of the After Incident Report is to identify issues that occurred on an incident and how they were resolved. The lessons learned in the report will also be used to refresh or update training curriculums. Issues and trends that are identified may have Fire Action Collection Teams assigned to them in the future for further analysis and resolution.

Incident Management Teams and Agency Administrators are asked to complete the following questionnaire for the incident(s) that they managed:

http://www.nartc.net/after_incident_form.html

Incident Name:

Dates of

Assignment:

Unit or

Jurisdiction(s):

Geographic

Area:

Report

Submitted by:

1. What was the most notable success at the incident that others may learn from?

2. What were some of the most difficult challenges faced and how were they overcome?

3. What changes, additions or deletions are recommended to various training curriculums?

4. What issues were not resolved to your satisfaction and need further review? Based on what was learned, what is your recommendation for resolution?

Thank you for completing the report. Others can learn from your experiences. For Technical Assistance dcorner01@fs.fed.us.

APPENDIX A

CHARTER

Effective February 2002

A. MEMBERSHIP

The Northern Rockies Type II Incident Management Teams will be managed by Boards of Directors representing Eastern Montana Zone, Western Montana Zone, and North Idaho Zone. Each Board shall consist of a representative from each participating agency appointed by the Agency Administrators.

Eastern Montana Zone

(also serve as the MAC Group for Eastern Montana)

US Fish and Wildlife Service	Bob Rebarchik
NPS	Phil Perkins
Custer NF	Paul Mock
MT State DNRC Southern	Sharon Moore
BLM	Phil Gil
BIA	Tom Corbin

North Idaho Zone

Idaho Panhandle NF	Mark Grant
Clearwater Nez Perce NF	Jim Gray
Idaho Department of Lands	Brian Shiplett
Coeur d' Alene Tribe	Tom Pakootas
BLM	Pat Garbutt

Western Montana Zone

Bitterroot NF	Jack Kirkendall
Flathead NF	
Kootenai NF	Charlie Webster
Lolo NF	Chuck Stanich
MT State DNRC Northwest	Ted Mead
MT State DNRC Southwest	Steve Holden
Glacier NP	Fred Vanhorn
Confederated Salish and Kootenai Tribes	Tony Harwood

B. GOALS

The Board will be an active, decisive body that will represent the agencies and units who are the primary users of, and providers of personnel to the Northern Rockies Type II Interagency Incident Management Teams.

The Board will support and provide oversight to the operations of the teams in accordance with the Northern Rockies Interagency Incident Management Teams Mobilization Plan.

C. OBJECTIVES

1. The Board will ensure qualified individuals are nominated for team membership by their agencies and that those selected are provided with adequate training and support to be available for and perform the position for which they have been assigned on one of the Type II teams.
2. The Board will ensure qualified individuals are selected for the position of Incident Commander on each of the teams.
3. The Board will ensure team performance meets the expectations for Type II Incident Management Teams and is responsive to agency need and direction.
4. The Board will support the coordination of the Northern Rockies Interagency Incident Management Teams in all aspects of management and support of the teams.
5. The Board will acknowledge and represent issues of team management or use that are Regional or National in scope.

D. OPERATING PROCEDURES

1. The Board will have equal authority vested to each member.
2. The Board members will endeavor to meet and participate at each of the semi-annual team meetings (pre and post season). Otherwise, the Board will convene when matters of team business require. Any Board member, Incident Commander, or the Team's Coordinator may call for a meeting of the Board for any purpose associated with the operation of the Teams. The person calling for the convention may determine the most appropriate method to accomplish the business at hand (e.g. meeting, conference call) and will facilitate.
3. The Board will annually review the teams Mobilization Plan and recommend its approval by the agency administrators.
4. The Board will call for and review nominations for the position of Incident Commander and select those individuals when vacancies occur on one of the teams.
5. The Board will review team performance evaluations (provided by each IC through the Teams Coordinator) for each assignment and make recommendations for corrective procedures and acknowledge positive performance accordingly.
6. The Board will call for and review nominations for the position of Teams Coordinator and select the individual to serve that role when the vacancy occurs.
7. Issues of team management or use developed by, or that come before the Board, will be formally moved forward to the Northern Rockies Coordination Group's Executive Director for appropriate action.
8. This Charter is agreed to by each of the participating agencies/units and is effective February 2002. It will remain in effect until such time that unanimous approval of the agencies warrants a change to its content.

ZONE TEAM COORDINATORS

EAST ZONE TEAM COORDINATOR

Chris Shelton, Billings Interagency Dispatch Center

Office: 406-896-2901

Fax: 406-896-2950

NORTH IDAHO ZONE TEAM COORDINATOR

Sally Estes, Idaho Panhandle N.F.

Office: 208-772-3283

Fax: 208-762-6909

WESTERN MONTANA ZONE TEAM COORDINATOR

Neil Nelson, Kootenai Interagency Dispatch Center

Office: 406-283-7740

Fax: 406-283-7710

APPENDIX B

